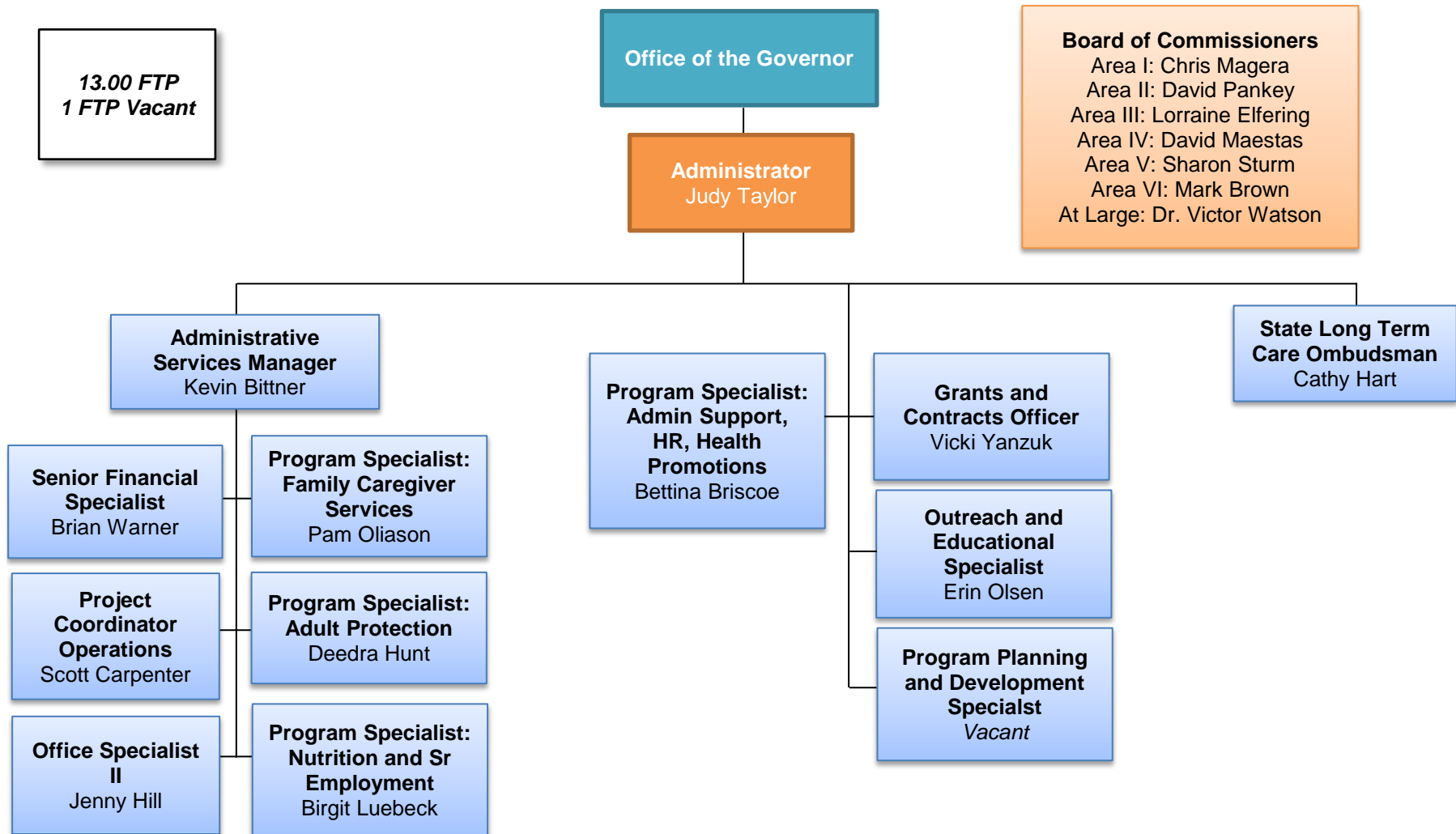


Commission on Aging

Agency Profile

Analyst: Randolph

Organizational Chart



Aging, Commission on

FY 2017 Actual Expenditures by Division

Analyst: Randolph

		FTP	PC	OE	CO	T/B	LS	Total
0.30	FY 2017 Original Appropriation							
0001-00	Gen	5.50	512,000	41,900	0	3,977,100	0	4,531,000
0348-00	Fed	7.50	682,000	292,300	0	7,065,300	0	8,039,600
Totals:		13.00	1,194,000	334,200	0	11,042,400	0	12,570,600
1.00	FY 2017 Total Appropriation							
0001-00	Gen	5.50	512,000	41,900	0	3,977,100	0	4,531,000
0348-00	Fed	7.50	682,000	292,300	0	7,065,300	0	8,039,600
Totals:		13.00	1,194,000	334,200	0	11,042,400	0	12,570,600
1.21	Net Object Transfer							
0001-00	Gen	0.00	0	130,500	0	(130,500)	0	0
0348-00	Fed	0.00	0	152,400	0	(152,400)	0	0
Totals:		0.00	0	282,900	0	(282,900)	0	0
1.61	Reverted Appropriation							
0348-00	Fed	0.00	(9,600)	(900)	0	0	0	(10,500)
Totals:		0.00	(9,600)	(900)	0	0	0	(10,500)
2.00	FY 2017 Actual Expenditures							
0001-00	Gen	5.50	512,000	172,400	0	3,846,600	0	4,531,000
	General		512,000	172,400	0	3,846,600	0	4,531,000
0348-00	Fed	7.50	672,400	443,800	0	6,912,900	0	8,029,100
	Federal Grant		672,400	443,800	0	6,912,900	0	8,029,100
Totals:		13.00	1,184,400	616,200	0	10,759,500	0	12,560,100
Difference: Actual Expenditures minus Total Appropriation								
0001-00	Gen		0	130,500	0	(130,500)	0	0
	General		0.0%	311.5%	N/A	(3.3%)	N/A	0.0%
0348-00	Fed		(9,600)	151,500	0	(152,400)	0	(10,500)
	Federal Grant		(1.4%)	51.8%	N/A	(2.2%)	N/A	(0.1%)
Difference From Total Approp			(9,600)	282,000	0	(282,900)	0	(10,500)
Percent Diff From Total Approp			(0.8%)	84.4%	N/A	(2.6%)	N/A	(0.1%)

FORM B12: ANALYSIS OF FUND BALANCES

Request for Fiscal Year : 2019

Agency/Department: Idaho Commission on Aging

Agency Number: 187

Original Request Date: September 1, 2017

or Revision Request Date: 10/24/17

Page 1 of 1

Sources and Uses: Sources include the Older Americans Act, aging and disability resource grant, among other federal sources. Uses of these funds include support for the six regional offices on aging; home and community based services that provide information and access; personnel and operating support to manage the Commission.

FUND NAME:	Federal Grant Fund	FUND CODE:	0348-00	FY 2015 Actual	FY 2016 Actual	FY 2017 Actual	FY 2018 Estimate	FY 2019 Estimate
1. Beginning Free Fund Balance				(114,142)	(4,009)	(62,713)	(216,270)	(216,270)
2. Encumbrances as of July 1				0	0	0	0	0
2a. Reappropriation (Legislative Carryover)			NA	NA	NA	0	0	0
3. Beginning Cash Balance				(114,142)	(4,009)	(62,713)	(216,270)	(216,270)
4. Revenues (from Form B-11)				7,697,025	7,935,499	7,875,686	8,606,458	8,510,211
5. Non-Revenue Receipts and Other Adjustments	Suspense, borrowing limit			300,000	300,000	300,000	300,000	300,000
6. Statutory Transfers in:	Fund or Reference:			0	0	0	0	
7. Operating Transfers in:	Fund or Reference:			0	0	0	0	0
8. Total Available for Year				7,882,883	8,231,490	8,112,973	8,690,188	8,593,941
9. Statutory Transfers Out:	Fund or Reference:			0	0	0	0	0
10. Operating Transfers Out:	Fund or Reference:			0	0	0	0	0
11. Non-Expenditure Disbursements and Other Adjustments	Refunds, Clearing, P-card pymts			5	0	125	0	0
12. Cash Expenditures for Prior Year Encumbrances				0	0	0	0	0
13. Original Appropriation				8,463,300	7,997,700	8,039,600	8,606,458	8,510,211
14. Prior Year Reappropriations, Supplementals, Rescissions				0	0	0	0	0
15. Non-cogs, Receipts to Appropriation, etc				0	250	0	0	0
16. Reversions and Continuous Appropriations				(876,413)	(3,747)	(10,482)	0	0
17. Current Year Reappropriation				0	0	0	0	0
18. Reserve for Current Year Encumbrances				0	0	0	0	0
19. Current Year Cash Expenditures				7,586,887	7,994,203	8,029,118	8,606,458	8,510,211
19a. Budgetary Basis Expenditures (CY Cash Exp + CY Enc)				7,586,887	7,994,203	8,029,118	8,606,458	8,510,211
20. Ending Cash Balance				295,991	237,287	83,730	83,730	83,730
21. Prior Year Encumbrances as of June 30				0	0	0	0	0
22. Current Year Encumbrances as of June 30				0	0	0	0	0
22a. Current Year Reappropriation			NA	NA	0	0	0	0
23. Borrowing Limit				300,000	300,000	300,000	300,000	300,000
24. Ending Free Fund Balance				(4,009)	(62,713)	(216,270)	(216,270)	(216,270)
24a. Investments Direct by Agency (GL 1203)					0	0	0	0
24b. Ending Free Fund Balance Including Direct Investments				(4,009)	(62,713)	(216,270)	(216,270)	(216,270)
26. Outstanding Loans (if this fund is part of a loan program)								

*Note:

Shaded areas in matrix are calculated. Numbers are rounded to hundreds of dollars. Font set to fit to page.

Commission on Aging

FY 2018 JFAC Action

	FTP	Gen	Ded	Fed	Total
FY 2017 Original Appropriation	13.00	4,531,000	0	8,039,600	12,570,600
FY 2017 Total Appropriation	13.00	4,531,000	0	8,039,600	12,570,600
Noncognizable Funds and Transfers	0.00	0	0	0	0
FY 2017 Estimated Expenditures	13.00	4,531,000	0	8,039,600	12,570,600
Removal of Onetime Expenditures	0.00	(15,100)	0	(21,400)	(36,500)
Base Adjustments	0.00	0	0	0	0
FY 2018 Base	13.00	4,515,900	0	8,018,200	12,534,100
Benefit Costs	0.00	4,700	0	6,400	11,100
Statewide Cost Allocation	0.00	(5,500)	0	(10,200)	(15,700)
Change in Employee Compensation	0.00	12,300	0	16,500	28,800
FY 2018 Program Maintenance	13.00	4,527,400	0	8,030,900	12,558,300
Cybersecurity Insurance	0.00	0	0	100	100
FY 2018 Total	13.00	4,527,400	0	8,031,000	12,558,400
Chg from FY 2017 Orig Approp.	0.00	(3,600)	0	(8,600)	(12,200)
% Chg from FY 2017 Orig Approp.	0.0%	(0.1%)		(0.1%)	(0.1%)

Commission on Aging

Analyst: Randolph

Historical Summary

OPERATING BUDGET	FY 2017 Total App	FY 2017 Actual	FY 2018 Approp	FY 2019 Request	FY 2019 Gov Rec
BY FUND CATEGORY					
General	4,531,000	4,531,000	4,527,400	4,704,400	4,597,900
Federal	8,039,600	8,029,100	8,031,000	8,982,200	8,996,500
Total:	12,570,600	12,560,100	12,558,400	13,686,600	13,594,400
Percent Change:		(0.1%)	0.0%	9.0%	8.2%
BY OBJECT OF EXPENDITURE					
Personnel Costs	1,194,000	1,184,400	1,197,400	1,188,300	1,209,000
Operating Expenditures	334,200	616,200	318,600	451,300	375,000
Capital Outlay	0	0	0	48,000	11,400
Trustee/Benefit	11,042,400	10,759,500	11,042,400	11,999,000	11,999,000
Total:	12,570,600	12,560,100	12,558,400	13,686,600	13,594,400
Full-Time Positions (FTP)	13.00	13.00	13.00	13.00	13.00

Division Description

The Idaho Commission on Aging (ICOA) has the power and duty to implement the Federal Older Americans Act and the Idaho Senior Services Act. ICOA plans, coordinates, and promotes a statewide network designed to support aging Idahoans to live healthy and dignified lives in the communities of their choice. Services are targeted to those most in need and at risk of early institutionalization and include meals, transportation, homemaker, caregiver support, and respite. ICOA also leads the effort to keep aging Idahoans safe through the Adult Protection, Ombudsmen, and senior legal assistance programs. Direct services are provided through six Area Agencies on Aging (AAA) and are guided by local area plans specifically developed to address the needs in each of their respective Planning and Service Areas. Each area plan is developed through research, analysis, strategy identification, and stakeholder participation and advances the goals and objectives developed in the ICOA's four year Senior Services State Plan.

The ICOA Administrator and staff are advised by a seven member commission on aging appointed by the Office of the Governor. Commissioners serve four-year terms, but may not serve more than two terms consecutively, and oversee the duties, powers, and authorities of ICOA. ICOA's duties include: advocating for elderly Idahoans within state government and throughout the communities of the state; assisting communities to plan, develop, and implement in-home and community-based services; and planning, coordinating, funding, and monitoring various statewide service programs.

Commission on Aging

Area Agencies on Aging, Profile and Funding Formula

Analyst: Randolph



Area Agencies on Aging

Area Agencies on Aging (AAA) are service contractors and are not part of the commission's organization; AAA are paid with trustee and benefit payments, per Section 67-5007, Idaho Code, and receive about 80% of the commission's appropriation. AAA assist in service delivery in local communities throughout the state. Area offices in Idaho include the following:

Area I: Area Agency on Aging North Idaho

Area II: Community Action Partnership

Area III: Area III Senior Services Agency

Area IV: College of Southern Idaho, Office on Aging

Area V: Southeast Idaho Council of Governments

Area VI: Eastern Idaho Community Action Partnership

FY 2017 Funding Formula, Based on Weighted Elderly or "at risk" Population

	Federal	State	Total
Total Funds for AAA Distribution	\$5,375,981	\$3,977,100	\$9,353,081
Base Funding Amounts: 10% of Fund	\$537,598	\$397,710	\$935,308
Remaining Balance for Formula Distribution*	\$4,838,383	\$3,579,390	\$8,417,773

	Area I	Area II	Area III	Area IV	Area V	Area VI	TOTAL
Base Funding (1/6 of Base Amount)							
Federal Funds	\$89,600	\$89,600	\$89,600	\$89,600	\$89,600	\$89,600	\$537,598
State Funds	\$66,285	\$66,285	\$66,285	\$66,285	\$66,285	\$66,285	\$397,710
Weighted Population Used for Formula							
Weighted Population	59,126	28,783	123,007	51,851	39,011	37,265	339,043
65+ Living in Poverty	3,108	1,548	8,057	2,783	1,620	1,532	18,648
65+ Living Alone	9,164	5,114	24,006	6,927	5,508	5,811	56,530
60+ Racial Minority	1,636	1,024	4,584	896	1,349	778	10,267
60+ Hispanic	959	299	6,788	2,930	1,500	1,249	13,725
60+ Living in Rural	23,207	9,736	27,660	22,775	16,770	14,041	114,189
75+	16,654	8,472	40,172	12,095	9,600	10,757	97,750
85+	4,398	2,590	11,740	3,445	2,664	3,097	27,934
Percentage of Weighted Population	17.44%	8.49%	36.28%	15.29%	11.51%	10.99%	
Formula Driven Funding (Multiply: Weighted Population Percent and Balance of Formula Distribution)							
Federal Funds	\$ 933,369	\$ 500,353	\$ 1,844,996	\$ 829,550	\$ 646,314	\$ 621,398	\$ 5,375,981
State Funds	\$ 690,498	\$ 370,157	\$ 1,364,911	\$ 613,693	\$ 478,137	\$ 459,704	\$ 3,977,100
Total Allocated Funds* (Base + Formula)	\$ 1,623,867	\$ 870,510	\$ 3,209,907	\$ 1,443,243	\$ 1,124,451	\$ 1,081,102	\$ 9,353,081
Title VII Funds	\$ 13,251	\$ 8,489	\$ 8,426	\$ 11,004	\$ 10,173	\$ 10,737	\$ 62,081
FY 2017 Carryover Funds	\$ 123,076	\$ 94,397	\$ 150,476	\$ 79,453	\$ 99,999	\$ 56,453	\$ 603,855
Total FY 2018 Budget	\$ 1,760,195	\$ 973,396	\$ 3,368,810	\$ 1,533,700	\$ 1,234,623	\$ 1,148,292	\$ 10,019,016

Commission on Aging

Area Agencies on Aging Budgets, FY 2018

Analyst: Randolph

Program	Area I	Area II	Area III	Area IV	Area V	Area VI	TOTAL
Administration							
Federal Funds	93,337	50,035	184,501	83,859	64,631	62,140	\$538,502
State Funds	69,050	37,015	73,382	61,263	47,814	45,970	\$334,494
Adult Protection							
State Funds	170,000	80,741	383,473	157,661	128,171	115,335	\$1,035,380
Case Management							
Federal Funds	3,000	-	-	-	-	-	\$3,000
State Funds	-	-	-	-	-	1,971	\$1,971
Congregate Meals							
Federal Funds	217,640	141,776	471,467	255,338	189,426	131,832	\$1,407,479
State Funds	65,221	25,883	236,761	43,762	40,455	15,341	\$427,423
Coordination							
Federal Funds	32,477	17,410	20,166	27,396	21,092	21,622	\$140,163
Home Delivered Meals							
Federal Funds	299,516	153,965	471,442	188,291	207,779	176,451	\$1,497,445
State Funds	78,565	43,499	302,558	75,708	42,758	103,125	\$646,212
Homemaker							
Federal Funds	35,912	-	-	28,932	-	22,696	\$87,540
State Funds	133,800	123,008	205,108	111,760	128,046	74,700	\$776,422
Information & Assistance							
Federal Funds	223,747	57,774	376,840	212,462	95,201	151,779	\$1,117,804
Legal Assistance							
Federal Funds	28,300	9,443	32,025	6,755	7,350	10,125	\$93,998
Ombudsman							
Federal Funds	13,251	73,155	143,644	11,004	10,173	47,776	\$299,003
State Funds	94,850	-	35,502	88,452	60,393	24,283	\$303,481
Health Promotion							
Federal Funds	17,410	11,815	57,618	12,423	26,021	8,605	\$133,893
Respite							
Federal Funds	56,705	44,025	106,969	19,141	54,351	13,666	\$294,857
State Funds	28,012	13,104	52,133	35,577	18,802	27,068	\$174,694
Transportation							
Federal Funds	30,000	7,067	131,388	23,035	42,074	5,000	\$238,564
State Funds	51,000	46,907	75,995	39,510	11,700	50,412	\$275,523
Other¹							
Federal Funds	18,400	36,775	7,839	51,371	38,387	36,896	\$189,668
State Funds	-	-	-	-	-	1,500	\$1,500
TOTAL BUDGET							
Federal Funds	\$1,069,697	\$603,240	\$2,003,899	\$920,007	\$756,485	\$688,589	\$6,041,916
State Funds	\$690,498	\$370,157	\$1,364,911	\$613,693	\$478,137	\$459,704	\$3,977,100
Total	\$1,760,195	\$973,397	\$3,368,809	\$1,533,700	\$1,234,622	\$1,148,293	\$10,019,016

¹ Other programs include public information, counseling, outreach, and chore.

Commission on Aging

Comparative Summary

Analyst: Randolph

Decision Unit	Agency Request			Governor's Rec		
	FTP	General	Total	FTP	General	Total
FY 2018 Original Appropriation	13.00	4,527,400	12,558,400	13.00	4,527,400	12,558,400
FY 2019 Base	13.00	4,527,400	12,558,400	13.00	4,527,400	12,558,400
Benefit Costs	0.00	(8,100)	(19,200)	0.00	(7,700)	(18,200)
Replacement Items	0.00	11,400	11,400	0.00	11,400	11,400
Statewide Cost Allocation	0.00	100	100	0.00	100	2,600
Change in Employee Compensation	0.00	4,400	10,100	0.00	12,900	29,800
FY 2019 Program Maintenance	13.00	4,535,200	12,560,800	13.00	4,544,100	12,584,000
1. Adult Protection Evaluation and Design	0.00	50,000	50,000	0.00	50,000	50,000
2. IT/Telecommunications	0.00	3,800	3,800	0.00	3,800	3,800
3. Increase AAA Grants	0.00	0	956,600	0.00	0	956,600
4. ICOA Office Relocation	0.00	115,400	115,400	0.00	0	0
FY 2019 Total	13.00	4,704,400	13,686,600	13.00	4,597,900	13,594,400
Change from Original Appropriation	0.00	177,000	1,128,200	0.00	70,500	1,036,000
% Change from Original Appropriation		3.9%	9.0%		1.6%	8.2%

Commission on Aging

Analyst: Randolph

Budget by Decision Unit	FTP	General	Dedicated	Federal	Total
FY 2018 Original Appropriation	13.00	4,527,400	0	8,031,000	12,558,400
FY 2019 Base					
Agency Request	13.00	4,527,400	0	8,031,000	12,558,400
Governor's Recommendation	13.00	4,527,400	0	8,031,000	12,558,400

Benefit Costs

Employer-paid benefit changes include a 14.6% reduction (or \$1,910 per eligible FTP) for health insurance, bringing the total appropriation to \$11,190 per FTP. Also included are a 6.8% increase for life insurance, a 5.5% increase for PERSI contributions, and adjustments to workers' compensation that vary by agency.

Agency Request	0.00	(8,100)	0	(11,100)	(19,200)
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The Governor recommends \$11,650 per eligible FTP for health insurance, which is a decrease of \$1,450, or 11%, from the previous year; a two-month employer and employee premium holiday; and a transfer of \$13.1 million from health insurance reserves to the General Fund.

Governor's Recommendation	0.00	(7,700)	0	(10,500)	(18,200)
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Replacement Items

The commission requests \$11,400 onetime from the General Fund for capital outlay, of which \$8,900 would replace five computers and \$2,500 would replace network hardware, which includes a switch and wireless access point.

Agency Request	0.00	11,400	0	0	11,400
Governor's Recommendation	0.00	11,400	0	0	11,400

Statewide Cost Allocation

This request includes adjustments to recover the cost of services provided by other agencies in accordance with federal and state guidelines on cost allocation. Attorney General fees will increase by \$1,000, risk management costs will decrease by \$300, State Controller fees will decrease by \$300, and State Treasurer fees will decrease by \$300, for a net increase of \$100.

Agency Request	0.00	100	0	0	100
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The Governor's recommendation also includes fees for Legislative Audits, which will increase by \$2,500.

Governor's Recommendation	0.00	100	0	2,500	2,600
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Change in Employee Compensation

For calculation purposes, agencies were directed to include the cost of a 1% salary increase for permanent and temporary employees.

Agency Request	0.00	4,400	0	5,700	10,100
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The Governor recommends a 3% increase in employee compensation, distributed on merit. He does not recommend a compensation increase for group and temporary positions.

Governor's Recommendation	0.00	12,900	0	16,900	29,800
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FY 2019 Program Maintenance					
Agency Request	13.00	4,535,200	0	8,025,600	12,560,800
Governor's Recommendation	13.00	4,544,100	0	8,039,900	12,584,000

1. Adult Protection Evaluation and Design

The commission requests \$50,000 onetime for operating expenditures from the General Fund to identify innovative Adult Protection Services (APS) approaches and their viability in Idaho. The requested funds will be used to recommend needed state policy changes and legislative solutions to provide an implementable path to develop a multi-disciplinary approach to APS. The projected outcome is to select an evidence-based model tailored to Idaho's needs to prevent or respond to abuse, neglect, and exploitation by December 2018. Research would include: methodologies to provide early prevention; early crisis intervention, including short-term alternative placements; a state adult protection registry; feasibility analysis to incorporate rural support systems; and performance standards that measure APS program, effectiveness, and efficiency. The research would involve stakeholders, facilitated meetings, and national subject matter experts.

Agency Request	0.00	50,000	0	0	50,000
Governor's Recommendation	0.00	50,000	0	0	50,000

Commission on Aging

Analyst: Randolph

Budget by Decision Unit	FTP	General	Dedicated	Federal	Total
2. IT/Telecommunications					
The commission requests \$3,800 ongoing from the General Fund for operating expenditures to support 17 annual Microsoft Office 365 licenses. At the recommendation of the Office of the Chief Information Officer within the Department of Administration, state agencies are encouraged to move from a physical server email system to a cloud-based system.					
Agency Request	0.00	3,800	0	0	3,800
Governor's Recommendation	0.00	3,800	0	0	3,800
3. Increase AAA Grants					
The commission requests an increase of \$956,600 from the Federal Grant Fund for trustee and benefit payments to increase direct services provided by the Area Agencies on Aging (AAAs). The FY 2018 Base for the Federal Grant Fund trustee and benefit payments is \$7,065,300; this request would increase the FY 2019 Base to \$8,021,859, or a 13.5% increase. The commission obtains federal grants, and then passes these funds on to the six AAAs to implement and deliver direct services to older Idahoans. The commission receives formula-driven funds through the Older American Act, as well as federal discretionary grants. The commission then enters into grant-specific contracts with AAAs to directly spend the grant funds. The commission remains legally responsible for the budgets in the contracts supported by these available federal funds. Without an increase in appropriation, the commission asserts it will not be able to pay out its obligations under the terms of various federal grants.					
Agency Request	0.00	0	0	956,600	956,600
Governor's Recommendation	0.00	0	0	956,600	956,600
4. ICOA Office Relocation					
The commission requests \$115,400 from the General Fund, of which \$39,800 would be onetime and \$75,600 is ongoing, to move office locations. Of the requested amount, \$78,800 is for operating expenditures and \$36,600 would be for capital outlay. Currently the commission uses \$8,000 from the Federal Grant Fund and \$4,000 from the General Fund to rent office space from another state agency. Currently, and for the past seven years, the commission rents space from the Commission for the Blind and Visually Impaired (ICBVI) at 341 W. Washington St., and occupies half of the third floor, which consists of converted dormitory rooms. Due to the compressed quarters, the commission shares office space with ICBVI student shower facilities and the temporary lodging for an ICBVI ophthalmologist and his family members. Additionally, the dormitory design does not allow for a public lobby, classroom, staff conference room, or available public parking for clients.					
According to the Idaho Division of Public Works Facility Use Standards, the workstation allocation for 14 staff is 2,944 square feet, and the commission currently occupies 2,230 square feet, which is 714 square feet under the state standard. The commission currently pays \$4.95 per square foot. The commission is requesting to move to a facility with 3,529 square feet and pay \$24.65 per square foot. The commission would use the requested moneys from the General Fund in the following way: \$63,660 ongoing would be used toward leasing costs; \$12,000 ongoing would be used for phone and internet expenses; \$3,200 onetime would be used to move 14 workstations; \$16,600 onetime would be used to purchase telephones, network hardware, and required user licenses; and \$20,000 onetime would be used to provide cubicle workstations with a desk.					
Agency Request	0.00	115,400	0	0	115,400
<i>Not recommended by the Governor.</i>					
Governor's Recommendation	0.00	0	0	0	0
FY 2019 Total					
Agency Request	13.00	4,704,400	0	8,982,200	13,686,600
Governor's Recommendation	13.00	4,597,900	0	8,996,500	13,594,400
Agency Request					
Change from Original App	0.00	177,000	0	951,200	1,128,200
% Change from Original App	0.0%	3.9%		11.8%	9.0%
Governor's Recommendation					
Change from Original App	0.00	70,500	0	965,500	1,036,000
% Change from Original App	0.0%	1.6%		12.0%	8.2%